



Grow Your Own Grant (State Funds)



Application & Guidelines

APPLICATION Deadline: Must be received no later than
Friday, August 16, 2024 at 4:00 p.m.

Application through SurveyMonkey link

<https://www.surveymonkey.com/r/GYO2024-StateFunded>

Purpose and Background

During the past ten years, enrollment in teacher education programs has declined by over 25 percent. While this much of a decline impacts all LEAs, it impacts schools with high percentages of students of color, schools with high percentages of students in poverty and urban and rural schools the most. In addition, the decline makes filling hard-to-staff content areas like special education, math and science more challenging as well as recruiting male candidates and teacher candidates of color.

Attrition data represents the number of positions the LEAs need to fill from one year to the next. In the state of Missouri, average attrition rates for the last six years are approximately 12 percent. This is higher than the nationwide average of 8 percent or the average 4 percent that occurs in high performing countries. The majority of vacant positions are filled with new teachers. In our state, not only do too many teachers leave the profession, but also there are fewer and fewer teachers available to replace them. As a result, when an LEA cannot find teachers, they are forced to leave positions vacant or fill vacant positions with teachers who are not certified or teach out of their area of certification.

Having excellent teachers for all students is a goal shared by all schools and the Missouri Department of Elementary and Secondary Education. Recruiting high-quality teachers comes with challenges. By attracting and supporting students and other adults in their home districts to be future teachers, districts are helping to ensure excellent education for all. Research supports growing your own teachers as a viable means of creating a continuous supply of quality, prospective candidates who are reflective of the diverse teacher workforce needs within a local school community.

Grow Your Own programs align with one of the priorities of the Missouri Department of Elementary and Secondary Education: Prepare, develop and support educators to ensure an effective teacher in every classroom and an effective leader in every school. These programs also provide a culture of collaboration between school districts, higher education and communities, serve as a workforce development initiative, and instill community pride when students return to teach.

The Missouri Department of Elementary and Secondary Education aims to address four goals through this grant opportunity:

- I. Increase the learning success of Missouri students under high-quality teaching staff
- II. Address teacher shortages in high-need content and geographic areas across the state
- III. Recruit a more diverse teacher workforce to serve the growing diversity of Missouri students
- IV. Improve teacher retention through school and community supports

This grant is to be used for the purpose of creating or sustaining a Grow Your Own recruitment program.

Eligibility

LEAs are invited to develop and submit a GYO Grant online application. In order to apply for the GYO grant, the LEA will create and submit an electronic plan for the GYO grant funds. The plan should be submitted via a SurveyMonkey application link that is now available. Applications must be submitted no later than 4:00 p.m. August 16, 2024.

Amount of Funding

125 districts/LEAs selected on a competitive basis will be awarded a \$10,000 grant. The selected districts will be notified in early September 2024 if they were awarded the grant. Funds will be on a reimbursement basis and must be obligated and requested prior to May 30, 2025 in order to meet the end of the fiscal year requirements.

Grant Writing Workshop

Informational session that will provide tips on how to write your GYO grant application. This session is only offered one time. You must register for this workshop using the link below. The session will be held July 11, 2024 at 10:00 a.m. Registered participants will receive an email with the required Zoom information.

[July 11, 2024](#)

Informational Sessions with Q/A

Informational sessions with Q/A time will be offered via Zoom for districts that have any additional questions regarding the application. These sessions will be held August 7 and August 14. The sessions will be held 3-4:00 p.m. Those interested in attending will need to register at one of the following links. Registered participants will receive an email including the required Zoom information.

[August 7, 2024](#)

[August 14, 2024](#)

Selection Criteria

Eligible districts/LEAs should demonstrate evidence of clear rationale in their responses, including planning for sustainability of the teacher pipeline and stakeholder engagement in the pipeline process. See Appendix B for the grant scoring guide.

Submission

All grant applications are due by 4:00 p.m. on August 16, 2024. When answering the application questions, you must adhere to the word count and directions given in the SurveyMonkey application.

Budget Guidelines

Eligible districts must demonstrate clear vision for budgetary use of the \$10,000 grant. LEAs can use the GYO development funds to support a wide variety of activities. However, all grant recipients must engage in evaluation activities to identify the degree of success of their overall efforts.

Budget Submission

Once the LEA's online grant application has been reviewed and approved, the LEA will submit the budget through the ePeGs system. LEAs that have been awarded the grant will be notified by early September 2024.

The following ePeGs information is provided for the GYO grants:

Obligation of Funds[1]

Grow Your Own (State Funds) grants are funded by a line item in the state budget. Grow Your Own grant funds must be obligated and reimbursement requested by May 30, 2025.

Function Codes

Function Codes
1000 Instruction
2000 Support Services
3000 Community Services
4000 Facilities Acquisition and Construction Services (please note: this requires prior approval by DESE)

For questions about connecting your budget to the strategies of your plan, please contact Dr. Bobbie Jo Lewis at bobbie.lewis@dese.mo.gov. For questions about error messages and other ePeGs technical assistance, please contact andrea.powell@dese.mo.gov.

Coding of GYO funds should align with those provided in the [Missouri Financial Accounting Manual](#). The revenue and project codes associated with the GYO Grant are:

<u>Grant</u>	<u>Revenue Code</u>	<u>Project Code</u>	<u>Source Code</u>
Grow Your Own (State Funds)	5397	39703	3

For any questions pertaining to coding of expenditures, please contact School Finance at 573-751-0357 or finadmgo@dese.mo.gov.

All questions surrounding the application should be submitted to bobbie.lewis@dese.mo.gov.



Grow Your Own (State Funds) 2024 Grant Application Information

This grant is a competitive grant in the amount of \$10,000 to be used for the purpose of creating or sustaining a Grow Your Own Teacher recruitment program. Suggested uses for funds are provided in Appendix A. Applications for grant funds *must* include a clearly a developed plan, strategies, budget information, and a plan for evaluation.

The scoring guide is provided in Appendix B. Please use the following information to answer the questions in the SurveyMonkey application: <https://www.surveymonkey.com/r/GYO2024-StateFunded>

Applications must be received no later than **Friday, August 16, 2024 at 4:00 p.m.**

Section One: District GYO Plan and Strategies (500 word maximum)

Background:

Grow Your Own programs approach recruitment in a variety of ways. The most successful programs begin advertising the field of education as a career pathway early. Several districts across our state provide tutoring and shadowing opportunities for potential teacher candidates while they are still in high school. Your district may want to consider the scope of your recruitment efforts; some larger districts have found success by focusing on only one high school for their teacher pipeline program. Other districts have provided opportunities for paraprofessionals or other employees to complete teacher certification programs.

Section One must include a clearly developed plan with specific strategies. Describe how your district plans to include all five of the following areas in this section of the application:

1. How will you recruit and select participants in GYO program?
2. How will you address persistent content/grade-level shortage areas and/or ensure candidates reflect the diverse context of their school/community?
3. Describe support for candidates, including fiscal incentives, mentoring support, and professional development and learning opportunities.
4. Describe what partnerships you will create or strengthen to help support your GYO candidates.

5. Demonstrate sustainability of the GYO Program.

Part Two: Budget (250 words maximum)

Section Two must include a clearly developed budget that supports your strategies. Describe how you will utilize grant funds to create or strengthen a Grow Your Own Teacher program in your school district. Briefly outline or itemize how your district would utilize the \$10,000 grant. Proposed budget allocations should reflect local Grow Your Own needs.

You must include the following information in this section on the application:

1. Describe how the \$10,000 will be used.
2. Align the budget with the new strategies.
3. Itemize budget categories.
4. Describe when funds will be utilized.
5. Include the name of the ePeGs manager in your district that you have notified of the potential grant award and deadlines.

Part Three: Evaluation (500 words maximum)

Background:

Effective Grow Your Own programs can answer the question, “How do you know it is working?” It is important to establish relevant sources of data at the beginning of your effort to determine whether or not your Grow Your Own program is improving your recruitment efforts.

Section Three must include a developed plan to evaluate the grant’s success for the 2024-25 SY. Describe how your district will plan to include the following:

1. Clearly explain how your district will collect data.
2. Identify artifacts you will be able to provide to show impact of GYO on your district (ie: pictures, survey data, etc.).
3. Describe how you will measure the impact of the GYO program in 2024-25 SY.
4. Explain your plan to communicate evaluation data to school and community stakeholders.
5. Plan to communicate quality of GYO program with DESE.

See Appendix A for examples of budget allocation.

APPENDIX A

Suggested Budget Considerations

- Faculty sponsor for Future Teacher Club or Future Teacher Academy events - extra duty stipend
- Recruitment activities: Informational Events/Table in conjunction with existing events (Opportunity Fairs, College and Career Night, etc.)
- Informational Event (after school event for students who are seriously considering applying for the GYO program) with potential GYO candidates and parents with refreshments
- Recruitment: utilize existing resources to create PSAs (district personnel and/or high school media classes/clubs), provide funding for expenses
- Recruitment: Teaching as a career choice in middle school exploratory classes; provide guest speakers and PSAs
- Selection activities: Announcement of Selected Candidates at Celebration events (may pair with existing events such as Senior Awards Night, Scholarship Announcement Events, etc. or create a Signing Event like an athlete signing event) with GYO Candidates, parents, mentor teacher and administrators
- Support for GYO Candidates: district employment (before/after school care provider, tutor, para, substitute)
- Mentor support: stipend for teacher mentors for paraprofessionals or cadet teachers
- Learning Opportunities: establish dual credit opportunities (funding may be needed to help existing faculty meet criteria to teach dual credit) or dual enrollment opportunities
- Learning Opportunities: transportation for Cadet Teaching placements
- Learning Opportunities: stipend for extra duty pay for Future Teacher/Teacher Cadet club sponsor (if after school hours) or funding for additional faculty required to provide teacher for during the school day
- Learning Opportunities: GYO candidates participate in a summer Teacher Academy and/or Teacher Cadet opportunity during summer school (GYO candidates would work with students and take classes - could earn college credit for both coursework and practicum)
- Engage and access community partners for ways to support GYO candidates: utilize existing events and opportunities to provide an overview of the GYO program and pitch a request for resources.
- Provide brochures, PSAs, testimonials from district staff who are "home grown", highlight the community building aspect of GYO program.
- Collection of data and communication of results would be completed with existing personnel and those involved in the GYO program.

APPENDIX B --- Scoring Guide

District Name: _____ Evaluator Name: _____

Criteria	Low Score	Average Score	High Score	Notes
Plan and Strategies <ul style="list-style-type: none"> Describe how you will recruit and select participants in GYO program Address persistent content/grade-level shortage areas and/or ensure candidates reflect the diverse context of their school/community Support for candidates, including fiscal incentives, mentoring support, and professional development and learning opportunities Describe what partnerships you will create or strengthen to help support your GYO candidates Demonstrate sustainability 	Fails to cover all required areas _____ 0-2	Provides adequate vision in all areas _____ 3-5	Provides clear and exceptional vision in all areas _____ 6-8	
	Score: ____/8			
Budget <ul style="list-style-type: none"> Describe how the \$10,000 will be used Align the budget with the new strategies Itemize budget categories Describe when funds will be utilized Include the name of the ePeGs manager in your district that you have notified of the potential grant award and deadlines 	Fails to cover all required areas _____ 0-2	Provides adequate vision in all areas _____ 3-5	Provides clear and exceptional vision in all areas _____ 6-8	
	Score: ____/8			

Evaluation <ul style="list-style-type: none"> Clearly explain how your district will collect data Identify artifacts you will be able to provide to show impact of GYO on your district (ie: pictures, survey data, etc.) Describe how you will measure the impact of the GYO program in 2024-25 SY Explain your plan to communicate evaluation data to school and community stakeholders Plan to communicate quality of GYO program with DESE 	Fails to cover all required areas _____ 0-2	Provides adequate vision in all areas _____ 3-5	Provides clear and exceptional vision in all areas _____ 6-8	
Score: ____/8				
Total Score: ____%				

Appendix C

Assurances for Grow Your Own (State Funds) Grants

1. I acknowledge and agree that the failure to comply with all Assurances and Certifications in this agreement, all relevant provisions and requirements any applicable law or regulation may result in liability under the False Claims Act, 31 U.S.C. § 3729, et seq.; OMB Guidelines to Agencies on Government wide Debarment and Suspension (Nonprocurement) in 2 C.F.R. Part 180, as adopted and amended as regulations of the Department in 2 C.F.R. Part 3485; and 18 U.S.C. § 1001, as appropriate.
2. The LEA will comply with all applicable assurances in OMB Standard Forms 424B and D (Assurances for Non-Construction and Construction Programs), including the assurances relating to the legal authority to apply for assistance; access to records; conflict of interest; merit systems; nondiscrimination; Hatch Act provisions; labor standards; flood hazards; historic preservation; protection of human subjects; animal welfare; lead-based paint; Single Audit Act; and the general agreement to comply with all applicable Federal laws, executive orders, and regulations.
3. The LEA assures it will adopt effective procedures for acquiring and disseminating to teachers and administrators participating in each program significant information from educational research, demonstrations, and similar projects, and for adopting, where appropriate, promising educational practices developed through such projects.
4. The LEA assures that none of the funds expended under any applicable program will be used to acquire equipment (including computer software) in any instance in which such acquisition results in a direct financial benefit to any organization representing the interests of the purchasing entity or its employees or any affiliate of such an organization.
5. The LEA ensures that facilities constructed under any program will be consistent with overall state construction plans and standards and with the requirements of Section 504 of the Rehabilitation Act of 1973 in order to ensure that the facilities are accessible to and usable by individuals with disabilities.
6. The LEA will comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) requirements in Subpart D—Post Federal Award Requirements (2 C.F.R. §§ 200.300-345) and Subpart E—Cost Principles (2 C.F.R. §§ 200.400-475) and ensures ESSER funds are used for

purposes that are reasonable, necessary, and allocable under the CARES Act.

7. The LEA will comply with the provisions of all applicable acts, regulations and assurances; the following provisions of Education Department General Administrative Regulations (EDGAR) 34 C.F.R. Parts 76, 77, 81, 82, 84, 97, 98, and 99; the OMB Guidelines to Agencies on Government wide Debarment and Suspension (Nonprocurement) in 2 C.F.R. Part 180, as adopted and amended as regulations of the Department in 2 C.F.R. Part 3485; and the Uniform Guidance in 2 C.F.R. Part 200, as adopted and amended as regulations of the Department in 2 C.F.R. Part 3474.

8. The LEA will not use grant funds for subsidizing or offsetting executive salaries and benefits of individuals who are not employees of the SEA or LEAs or expenditures related to state or local teacher or faculty unions or associations.

9. The LEA will not use grant funds for bonuses, merit pay or similar expenditures.

10. The LEA will evaluate the effectiveness of their Grow Your Own grant (GYO) strategies for increasing recruitment of potential teachers, including on-going monitoring and evaluation processes throughout the duration of the grant term, and will share this evaluation data with DESE and other appropriate stakeholders.